

Husthwaite Village Hall

Minutes of meeting held 28 February 2012

Agreed Action Points

Fire officer report	AC
Electrical inspection	AC
Add Kerry Barker to circulation list	AC

Present; Richard Wood, Stephen Barker, Andrew Coulthard, Will Mowatt, Geoff Jones, Steve Cariss, Malcolm French.

1. Apologies;

Apologies received from LH and VN

2. Minutes of the meeting held

Approved Unanimously: proposed SB seconded WM

3. Matters arising

- 3.1 Fire Officer report: AC to ask Mark Gambles to implement it Action AC
- 3.2 Land Registry: AC said that the work had been done and the outcome was awaited
- 3.3 A3 printer: has been bought
- 3.4 Maintenance: SB reported minor repairs
- 3.5 Electrical inspection: AC reported that the electrician Andy Nixon had been in touch and was willing to do the work. AC had asked for quotes.
- 3.6 Bank Mandate: now successfully changed.

4. Maintenance report

SC reported that the gutters had been cleaned and further minor repairs done

5. Treasurer's report

WM circulated a summary of the state of the accounts which is attached at Appendix 1 below

WM also reported that he had been able to secure a lower insurance quote for the village hall which produced a saving of more than £200.00.

If we are successful with the Lottery bid, the effect if any on our insurance position will be kept under review. Our new brokers, Came and Company, know of the Lottery bid and their quote takes that into account.

WM will contact the Parish Council to determine the level of financial support the village hall will receive during this year.

6. Parish Council Report

There was no PC report

7. Report on use of hall

RW circulated a report on lettings which is attached at Appendix 2.
WM said that he will cross-check lettings records with lettings income.

8. Lottery bid

RW reported progress with the Business Plan part of the bid. He set out the parts and explained how each would be written with the help of teams from the village. WM discussed how the Business Planning process would be managed and offered to take a lead.

AC reported on the building side, the Capital Project plan and summarised the consultation meeting which had taken place with the village on 25 February over details of the architect's brief. A further meeting was planned for the weekend of 3/4 March to finalise details with the revised brief going to the architect by 9 March.

The committee was reminded that Kerry Barker had expressed interest in observing village hall meetings. AC agreed to add her name to the committee circulation list.

Action AC

9. Agenda items

The main agenda item had been the Lottery bid, covered in 8 above

10. Any other business

WM spoke in more detail about how best we might manage the Business Plan tasks and about whether it would help to have an independent Project Manager for the application process.

11. Items for next meeting

Costed plans for events for 2012

Date of next Meeting

Next Full meeting 7.00pm 27 March

Approved as true record

Proposed

Seconded

.....Chair.....Date

Appendix 1

Income/Expenditure and Accounts Summary February 2012

Income	1/10/11 to date	Movements since 31/01/2012
Sponsorship	223.00	0.00
Donation from Parish Council	500.00	0.00
Hall Hire	137.00	67.00
Donations (Hall)	677.62	617.62
Newsletter (Ads and donations)	30.00	0.00
Affiliate scheme	130.43	51.74
Orchard Village Club	220.00	20.00
Interest	0.05	0.00
Events		0.00
Comedy Night	712.30	0.00
Rocking Horse Winner	783.1	0.00
Xmas Market	382.38	0.00

Classical Music Evening	993.4	0.00
Keeping it in the Family	170.00	170.00
Total	4,959.28	926.36

Outgoings

Comedy Night	686.86	0.00
Cleaning	10.00	0.00
Heat, Light and Power	579.88	399.22
Maintenance	47.15	47.15
Land Registry	150.00	0.00
Rural Action Yorkshire	35.00	0.00
Rent and Rates	70.00	0.00
Printing (Newsletter)	253.08	126.29
Native Architect	86.39	0.00
Accountancy Fees	50.00	0.00
Rocking Horse Winner	724.88	0.00
Xmas Market	185.70	0.00
Classical Music Evening	800.22	0.00
It Runs in the Family	267.00	267.00
Elphin Drift	60.00	60.00
Book Exchange	51.70	51.70
A3 printer	38.26	38.26
Total	4,096.12	989.62

Events

Comedy Night	25.44
Rocking Horse Winner	58.22
Xmas Market	196.68
Classical Music Evening	193.18
It Runs in the Family	-97.00
Elphin Drift	-60.00

Fund raising **376.52**

Funds

Opening balance (All accounts)
30/9/11 2713.11

Income less outgoings 863.16

Closing balance **3,576.27**

Current Account	3,312.35
Business Premium Account	434.87
Petty Cash	40.68
Newsletter Account	257.39
Renovation Account	23.52
Pantomime account	69.91
Youth Club Account	99.72
Adjustments	-662.17

Total **3,576.27**

Held on behalf of:

Orchard Village Club	220.00
Newsletter	161.10
Youth Club	99.72

Total 480.82

Net balance 3,095.45

Appendix 2

Village Hall Bookings

Month	2009		2010		2011		2012	
	paid	free	paid	free	paid	free	paid	free
January	10	8	14	21	45	14	0	31
February			10	20	3	18	4	31
March	15	4	10	25	4	26		
April	13	11	10		20	2		
May	33	15	22	22	26	6		
June	11	25	12	16	17	2		
July	3	34	0	8	3	6		
August	3	16	0	8	0	4		
September	28	4	9	6	10	10		
October	5	8	23	2	10	8		
November	16	8	14	8	14	4		
December	13	4	14	0	9	21		
Totals	150	137	138	136	161	121	4	62
% diff c/w prev yr			-8%	-9%	23%	-21%		